How to Add Budget column

The **Budget column** is used to show budget amounts configured from the Budget Import Budget from CSV (Obsolete in 15.3 and above) and can even be filtered by date.

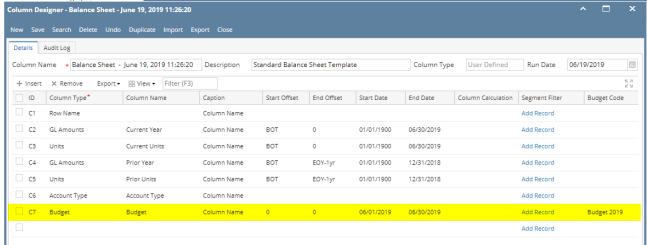
Follow these steps to add a budget column.

- 1. A new row will be available in the grid section.
- 2. In the Column Type field, select Budget.
- 3. In the Column Name field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
- 4. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
- 5. The Start Offset field will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
- 6. The End Offset field will be defaulted to -1, which stands for Run Date minus 1 month or the previous month. Change this field when you need to.

*When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to Previous Month. This is discussed more on How Start and End Offset works.

- 7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
- 8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
- 9. Leave the Column Calculation field blank.
- 10. The Segment Filter field is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
- 11. Select a budget from the Budget Code field.
- 12. Leave the Percentage field blank.
- 13. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 14. In the Alignment field, set how the value for the column be displayed.
 - Select Center if you want it Centered
 - Select Left if you want it Left Aligned
 - · Select Right if you want it Right aligned
- 15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
- 16. All other fields are not anymore necessary so you can leave those out.

This is how Budget column will look like when you follow the above steps.



Here's how it is shown when report is previewed/printed. Highlighted is the Budget column type

<u> </u>					
1:26:20					
					14/ / / / / / / / / / / / / / / / / / /
					Wednesday, June 19, 2019
					2:10 PM
Current Year	Current Units	Prior Year	Prior Units	Account Type	Budg
36,886,600	28,888,448	36,784,018	28,888,448	Asset	300.
-79,545,020	-29,108,521	-78,466,735	-29,108,477	Asset	350.
25,035,157	3,739,651	24,712,446	3,692,276	Asset	0.
1,790,236	3,022,819	1,790,236	3,022,819	Asset	0.
1,120,448,855	79,188,581	849,891,599	72,783,243	Asset	0.1
-1,468,117	-8,023,023	-1,455,776	-7,091,840	Asset	0.
1,103,147,711	77,707,955	833,255,788	72,186,469		650.0
	36,886,600 -79,545,020 25,035,157 1,790,236 1,120,448,855 -1,468,117	Current Year Current Units 36.886.600 28.888.448 -79.545.020 -29.108.521 25.035.157 3.739.651 1.790.236 3.022.819 1,120.448.855 79.188.581 -1,468.117 -8.023.023	Current Year Current Units Prior Year 36.886.600 28.888.448 36.784.018 -79.545,020 -29.108.521 -78.466.735 25.035,157 3.739.651 24.712.446 1.790.236 3.022.819 1,790.236 1.120.448,855 79.188.581 849.891.599 -1.468,117 -8.023.023 -1.455,776	Current Year Current Units Prior Year Prior Units 36 886 600 28 888 448 36 784 018 28 888 448 -79 545,020 -29,108,521 -78,466,735 -29,108,477 25 ,035,157 3,739,651 24,712,446 3,692,276 1,790,236 3,022,819 1,790,236 3,022,819 1,120,448,855 79,188,551 849,691,599 72,783,243 -1,468,117 -8,023,023 -1,455,776 -7,091,840	Current Year Current Units Prior Year Prior Units Account Type 36 886 600 28 888 448 36 784 018 28 888 448 Asset -79 545,020 -29,108,521 -78,466,735 -29,108,477 Asset 25 035,157 3,739,651 24,712,446 3,692,276 Asset 1,790,236 3,022,819 1,790,236 3,022,819 Asset 1,120,448,855 79,188,551 849,891,599 72,783,243 Asset -1,468,117 -8,023,023 -1,455,776 -7,091,840 Asset

The **Budget column** is used to show budget amounts configured from the Budget Import Budget from CSV (Obsolete in 15.3 and above) and can even be filtered by date.

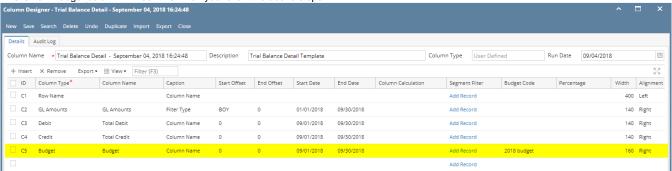
Follow these steps to add a budget column.

- 1. A new row will be available in the grid section.
- 2. In the Column Type field, select Budget.
- 3. In the Column Name field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
- 4. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
- 5. The Start Offset field will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
- 6. The End Offset field will be defaulted to -1, which stands for Run Date minus 1 month or the previous month. Change this field when you need to.

*When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to Previous Month. This is discussed more on How Start and End Offset works.

- 7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
- 8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
- 9. Leave the Column Calculation field blank.
- 10. The Segment Filter field is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
- 11. Select a budget from the Budget Code field.
- 12. Leave the Percentage field blank.
- 13. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 14. In the Alignment field, set how the value for the column be displayed.
 - Select Center if you want it Centered
 - · Select Left if you want it Left Aligned
 - · Select Right if you want it Right aligned
- 15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
- 16. All other fields are not anymore necessary so you can leave those out.

This is how Budget column will look like when you follow the above steps.



Here's how it is shown when report is previewed/printed. Highlighted is the **Budget** column type.

Trial Balance Detail - September 04, 2018 16:24:48						
As Of 9/4/2018			Wednesday, Se	Wednesday, September 5, 2018		
			•	1:08 PM		
	01/01/2018 - 09/30/2018	Total Debit	Total Credit	Budget		
35000-0101-000 - Owner's Equity-iRely Mart-Admin	2.38	0.00	0.00	889.00		
35000-0101-001 - Owner's Equity-iRely Mart-Grains	0.00	0.00	0.00	63.00		
39000-0000-000 - Retained Earnings - Home office - Admin	(82,842,599.55)	0.00	0.00	0.00		

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Follow these steps to add a budget column.

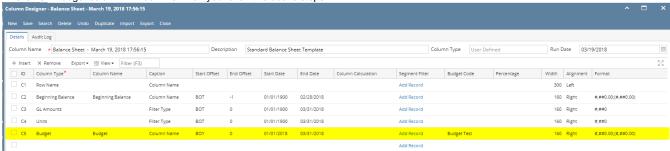
- 1. A new row will be available in the grid section.
- 2. In the Column Type field, select Budget.
- 3. In the Column Name field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
- 4. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
- 5. The Start Offset field will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
- 6. The End Offset field will be defaulted to -1, which stands for Run Date minus 1 month or the previous month. Change this field when you need to.

*When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to Previous Month. This is discussed more on How Start and End Offset works.

- 7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
- 8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
- 9. Leave the Column Calculation field blank.
- 10. The Segment Filter field is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
- 11. Select a budget from the Budget Code field.
- 12. Leave the Percentage field blank.

- 13. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 14. In the Alignment field, set how the value for the column be displayed.
 - Select Center if you want it Centered
 - · Select Left if you want it Left Aligned
 - Select Right if you want it Right aligned
- 15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
- 16. All other fields are not anymore necessary so you can leave those out.

This is how Budget column will look like when you follow the above steps.



Here's how it is shown when report is previewed/printed. Highlighted is the **Budget** column type.

Trial Balance Detail - March 19, 201	8 17:56:41			
As Of 3/19/2018			Wednesda	y, March 28, 2018 12:29 PM
	Beginning Balance	01/01/1900 - 03/31/2018	01/01/1900 - 03/31/2018	Budge
10000-0000-000 - Wells Fargo - Disbursement - Home office - Admin	7,038,276.67	7,038,277	-1	0.00
10000-9002-006 - Wells Fargo - Disbursement-Austin Tech Hub-Gas	(218,769.61)	-218,770	0	0.00
10002-0000-000 - Fifth Third - AG Operations - Home office Admin	(16,505.37)	-16,505	0	0.0
10003-0000-000 - Fifth Third - Petro Operations - Home office - Admin	10,604,602.11	10,604,652	1	0.0
10003-0007-000 - Fifth Third - Petro Operations-Port Albert- Admin	(680.50)	-681	0	0.0
10003-0007-001 - Fifth Third - Petro Operations-Port Albert- Grains	23,594.00	23,594	1	0.0
10003-0007-002 - Fifth Third - Petro Operations-Port Albert- Chemicals	(943.00)	-943	1	0.0
0003-0007-003 - Fifth Third - Petro Operations-Port Albert- Fertilizer	(120.00)	-120	0	1,385.0
0003-0007-004 - Fifth Third - Petro Operations-Port Albert-	(200.00)	-200	0	0.0
10003-0101-001 - Fifth Third - Petro Operations-iRely Mart- Grains	1,000.00	1,000	0	0.0
0003-9000-005 - Fifth Third - Petro Operations-Silicon /alley -Feed	60.00	60	0	0.0
10004-0000-000 - Three Rivers - Operating - Grain - Home office - Admin	(143,471.20)	-143,421	0	13,713.0

The **Budget column** is used to show budget amounts configured from the Budget Import Budget from CSV (Obsolete in 15.3 and above) and can even be filtered by date.

Follow these steps to add a budget column.

- 1. A new row will be available in the grid section.
- 2. In the Column Type field, select Budget.
- 3. In the Column Name field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the Caption field for that column is set to Column Name. This is discussed more on How to Add Column Name Row.
- 4. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Column Name Row.
- 5. The Start Offset field will be defaulted to BOT, which stands for Beginning of Time. This field is read only to prevent you from modifying it.
- 6. The End Offset field will be defaulted to -1, which stands for Run Date minus 1 month or the previous month. Change this field when you need to.

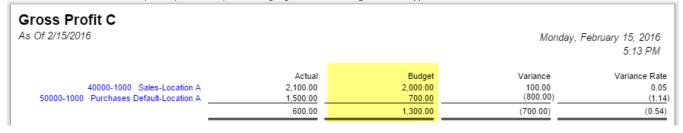
*When **Start Offset** and **End Offset** are combined, it is read as From Beginning of Time up to Previous Month. This is discussed more on How Start and End Offset works.

- 7. The **Start Date field** will show the date based on the Start Offset selected and the Run Date. This gives you a preview of what the Start Date will be. It is only when Custom is selected in the Start Offset field where you need to specify the date. The rest are computed by the system.
- 8. The **End Date field** will show the date based on the End Offset selected and the Run Date. This gives you a preview of what the End Date will be. It is only when Custom is selected in the End Offset field where you need to specify the date. The rest are computed by the system.
- 9. Leave the Column Calculation field blank.
- 10. The **Segment Filter field** is useful to this column type since it allows you to specify location/s filter if you need to. This is discussed more on How to Use Segment Filter in the Column Designer.
- 11. Select a budget from the **Budget Code field**.
- 12. Leave the Percentage field blank.
- 13. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 14. In the Alignment field, set how the value for the column be displayed.
 - · Select Center if you want it Centered
 - Select Left if you want it Left Aligned
 - Select Right if you want it Right aligned
- 15. There is an ability to show or hide the column. Check the Hidden checkbox if you decide to hide the column. This is discussed more on How Hidden checkbox works when enabled.
- 16. All other fields are not anymore necessary so you can leave those out.

This is how Budget column will look like when you follow the above steps.



Here's how it is shown when report is previewed/printed. Highlighted is the Budget column type.



The **Budget column** is used to show budget amounts coming from Import Budget from CSV (Obsolete in 15.3 and above) and can even be filtered by date.

Follow these steps to add a budget column.

- 1. A new row will be available in the grid section.
- In the Column Description field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the caption for that column is set to Column Header. This is discussed more on How to Add Description Title Row.
- 3. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Description Title Row.
- 4. In the Column Type field, select Budget.
- 5. In the Filter Type field, select a date filter for the column. This is discussed more on How Filter Type works.
- 6. Leave the Related Columns field blank.
- 7. Leave the Segment Used field blank.
- 8. In the Budget Code field, select from the budget codes imported. The selected budget code here will be used for this specific column.
- 9. The Start and End Date fields are to be used only on column that has Filter Type of Custom. This is discussed more on How Filter Type works.
- 10. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 11. In the **Alignment field**, set how the value for the column be displayed.
 - Select Center if you want it Centered
 - Select Left if you want it Left Aligned
 - Select Right if you want it Right aligned
- 12. In the Format field, assign how the numbers be shown in the column. Will it have decimals, money sign or in percentage format.
- 13. Leave the Hidden checkbox unchecked. See How Hidden checkbox works when enabled.

This is how it will be shown when you print your financial report with this column type.

As Of 4/10/2015 Friday, April 10, 2015 4:52 PM

R1 R2	40000 - Sales 50000 - Cost of Goods Sold	Actual 2,500.00 500.00	Budget 2,100.00 650.00	Variance 400.00 150.00
R7	Gross Margin	2,000.00	1,450.00	550.00
<i>R</i> 9	Gross Margin Rate	80.00%	69.05%	62.50%
R4	60000 - Other Expenses	900.25	850.00	(50.25)
R6	70000 - Other Revenues	200.00	350.00	(150.00)
R11	Net Income	1,299.75	950.00	349.75

The **Budget column** is used to show budget amounts coming from Import Budget from CSV (Obsolete in 15.3 and above) and can even be filtered by date. Follow the steps below to add a budget column.

- 1. A new row will be available in the grid section.
- 2. In the Column Header field, enter the name you would like to call the column. The value entered in this field may show on your financial report, granted the caption for that column is set to Column Header. This is discussed more on How to Add Description Title Row.
- 3. In the Caption field, select the type of caption you want for the column. This is discussed more on How to Add Description Title Row.
- 4. In the Column Type field, select Budget.
- 5. In the Filter Type field, select a date filter for the column.
- 6. Leave the Related Columns field blank.
- 7. Leave the Segment Used field blank.
- 8. In the Budget Code field, select from the budget codes imported. The selected budget code here will be used for this specific column.
- 9. The Start and End Date fields are to be used only on column that has Filter Type of Custom. This is discussed more on Filter Type Custom.
- 10. In the Width field, set it to your desired column width. By default it is set to 160 pixels, which is approximately 1 1/4 inches.
- 11. In the Alignment field, set how the value for the column be displayed.
 - · Select Center if you want it Centered
 - Select Left if you want it Left Aligned
 - Select Right if you want it Right aligned
- 12. In the Format field, assign how the numbers be shown in the column. Will it have decimals, money sign or in percentage format.
- 13. Leave the Hidden checkbox unchecked. See How Hidden checkbox works when enabled.

This is how Budget column will look like when you follow the above steps.



This is how it will be shown when you print your financial report with this column type.

Sales Less: COGS	Actual \$4,960 \$1,510	Budget \$6,360 \$2,160	Variance Amount (\$1,400) (\$650)	Variance Percent -22% -30%
Gross Profit	\$3,450	\$4,200	(\$750)	-18%
Gross Profit Rate	69.56%	66.04%	3.52%	5.33%
Less: Expenses	\$990	\$1,440	\$450	-31%
Add: REvenues	\$1,416	\$1,836	(\$420)	-23%
Net Income (Loss)	\$3,876	\$4,596	(\$720)	-16%